

**Topsfield Planning Board & Master Planning Committee**  
February 13, 2008

Chairman Morrison called the joint special work session to order at 7:30 PM. Board members present were Martha Morrison, Gregor Smith, Ian deBuy Wenniger, Robert Winship. Roberta Knight, Community Development Coordinator was also present.

**Visitors:** Master Planning Committee members: Heidi Fox, Joe Geller, Holger Luther, Katherine Carlson and Jeanine Cuniff, Selectmen: Dick Gandt and Dick Carlson.

**Joint Meeting Issues:**

**Elderly Housing Districts:** The members had a general discussion in preparation for the February 19<sup>th</sup> informational meeting relative to the two proposed senior housing developments and the creation of overlay elderly housing districts. Issues that were important factors for the approval process were discussed as follows:

- **Need:** The type of housing relative to size of the individual units and the pricing at approximately \$600K to \$800K were discussed in terms of whether this housing serves a need within the community.
- **Location/Site of Developments:** The locations of the two proposed developments pose issues in that each are at opposite ends of the Town located on Route 1 at the Danvers line and off Route 1 at the Ipswich town line neither of which are integrated with the community. These sites are not within walking distance to the Business Village for shopping or other public and medical services.
- **Affordability:** There is no affordability component for either development.
- **Housing Stock:** The purchase price for these upscale units has an impact on the housing stock for the Town. The units would comprise about 5% of the housing stock, and would also increase the number of required affordable units that the Town needs to meet the State requirement for affordable housing.

**General Zoning Amendments:** The members reviewed the outstanding issues remaining relative to uses, conditions, and density and dimensional requirements for the Business District Highway North and the Business District Highway.

The following revisions were approved:

**Business District Highway North:**

- The same Density and Dimensional Regulations of the Business Village were adopted for the new district.
- Buildable area was deleted, and a maximum footprint of 3,500 sq. ft. was adopted.
- Town Counsel's language was adopted for Section 3.11 I relative to ownership of grouping of buildings on one lot.
- It was agreed to include 377 Boston Street in the district based on the request from the Trustee of the property, and to delete lots at 107, 125 and 126 Ipswich Road due to input from area residents including direct abutters.

**Business District Highway:**

Buildable area was deleted, and it was agreed to also delete a maximum footprint designation.

Town Counsel's language was adopted for Section 3.12 I relative to ownership of grouping of buildings on one lot.

**February 19<sup>th</sup> Meeting:** It was agreed that Ms. Morrison would give the introductory remarks, member Gregor Smith would follow with the "Why", and Bob Winship would provide the overheads showing the map of the district.

The meeting was adjourned at 10:03 PM.

Respectfully submitted,

Roberta M. Knight  
Community Development Coordinator